

# PROJECT REPRESENTATIVE'S DAILY REPORT

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Report No. 284  
Date: 2015-10-05  
Day: Monday

**Architect:** Kang Associates

**Project:** Renovation and Addition to Tewksbury Town Hall

**OPM:** CBI Consulting Inc. **Clerk of the Works:** Jenne dos Santos, Assoc. AIA, MCPPO

**Contractor:** G.V.W., Inc.

**Weather:** 9:00 am: Mostly Sunny **Noon:** Mostly Sunny **2:00 pm:** Overcast  
**Temperature:** 9:00 am: 46° **Noon:** 59° **2:00 pm:** 60°

**Superintendent:** Vinnie Bomal

PERSONNEL COUNT	Spec Section	Contractor	Trade	Foreman	Journeyman	Helpers	Total
General Contractor:	Div. 01	GVW	Temp. Facility	0	0	0	0
	Div. 02		Laborers	1	0	0	1
	Div. 03		Concrete	0	0	0	0
	Div. 04		Masonry	1	0	1	2
	Div. 05		Misc. Metals	0	0	0	0
	Div. 06		Carpentry	1	3	0	4
	Div. 09		Paint/Plaster	1	0	0	1
	Div. 31		Site Work	0	0	0	0
	Div. 09		Flooring	1	1	0	2
	Div. 14	United	Elevator	0	0	0	0
	Div. 21	Encore	Fire Protection	0	0	0	0
	Div. 22	LaPan	Plumbing	0	0	0	0
	Div. 23	Ambient Temp. Corp.	HVAC	0	0	0	0
	Div. 26	Griffin Electric	Electrical	1	1	0	2
	Div. 32	Redline	Landscaping	1	2	0	3
Total:				7	7	1	15

## DAILY REPORT

### Activities Today:

- 1) Laborer: 1 laborer is performing general site cleaning.
- 2) Masonry: 1 mason and 1 mason-tender are installing grout at the granite stairs at the front of the building.
- 3) Carpentry: 2 carpenters are installing trim and molding in the Meeting Hall and 2 are installing trim and molding in the basement level.
- 4) Painter: 1 painter is staining the windows.
- 5) Flooring: 2 workers are installing carpet and base in the Community Development area of the basement level.
- 6) Electrical: 2 electricians are on site installing floor boxes and wiring at the addition entry for lights and mechanical units.
- 7) Landscaping: 3 landscapers are planting trees and leveling the grade at the base of the granite stairs to prepare for paver installation.

Copies to: Richard Montuori, Town of Tewksbury  
Ed Johnson, Town of Tewksbury  
Steve Sadwick, Town of Tewksbury  
Wayne Lawson, CBI

Kaffee Kang, Kang Architects  
Bob Harukewicz, GVW Inc.

# PHOTO INDEX



The mason is installing the grout at the granite stairs at the front entrance.



The landscapers are planting trees at the parking lot.



The sewer line work for the DPW is in progress.



The trim and molding installation in the Meeting Hall is in progress.



Photo of the template for the seal that will be installed above the platform in the Meeting Hall.